



Expectations and Proficiencies

Objectives:

- ✓ Advisory leaders will understand expectations of the role.
- ✓ Advisory leaders will identify personal assets.
- ✓ Advisory leaders will develop a shared vision of their board experience.

Advance Preparation:

- ✓ Secure an LCD projector or make transparencies and secure an overhead projector

Materials Needed:

- ✓ [PowerPoint: "What Faculty Want..."](#) visuals and notes pages
- ✓ Overhead projector or LCD projector
- ✓ [One copy of Handout "Advisory Leader Proficiency Checklist" per participant](#)
- ✓ [One copy of Handout "Team Learning Discussion Guide" per group](#)

Time Needed: 45 minutes

BACKGROUND

Advisory leaders are given a written job description outlining general expectations of the role. They have the operating guidelines of the advisory council as well. What they do not have or know is what faculty really expect of them. Volunteers in general and advisory leaders in particular come to their role with a desire to do a good job. It is essential that they understand the unwritten expectations we have of their performance?

Advisory leaders have connections with other key leaders. They have also have knowledge and experience to help extension with programming and advocacy. Besides all this, they bring a multitude of other assets just by being who they are. This lesson is to help all the

leaders on the council value each other's assets and develop a shared vision of what they see the advisory council becoming.

INTEREST APPROACH (15 minutes)

- Ask everyone to find a partner. Tell them to interview each other asking two questions:
 - Why do you think you were recruited to join the council?
 - What are three strengths you bring to the council?
- Ask partners to introduce each other to the whole group.

LESSON (25 minutes)

- Do the PowerPoint lecturette (6 minutes). Use the notes pages to guide you in the presentation.
- Provide each leader with the Handout "Advisory Leader Proficiency Checklist". Ask them to check all items that they do well. (4 minutes)
- Organize into groups of four leaders, including a faculty member if possible, with each group. Tell them to point to their choice for leader of their group, (not the faculty member) on the count of three. Give the leader the discussion guide and note that the leader also records notes from the discussion. (10 minutes)
- Share group shared vision and team learnings. (5 minutes)

APPLICATION (5 minutes)

- Ask each person to share one thing they learned about the group or an individual in the group they were surprised about.

REFERENCES

Groff, Judy and J.Ort. 2000. *Advisory Leadership Role for Advisory Leaders*. North Carolina Cooperative Extension, Raleigh, NC.

Macduff, Nancy. 1986. *Building Effective Committees*. Macduff/Bunt Associates, Inc. Walla Walla, WA.

Strengthening extension advisory leadership: southeast advisory leadership conference proceedings. Groff, J.M. ed. 2001. North Carolina State University, College of Agriculture and Life Sciences. Raleigh, NC.
